

LAKETOWN TOWNSHIP
ALLEGAN COUNTY, MICHIGAN
ANNUAL FINANCIAL REPORT
YEAR ENDED MARCH 31, 2004

KIEKOVER, SCHOLMA & SHUMAKER, PC
Certified Public Accountants
Zeeland, Michigan

Auditing Procedures Report

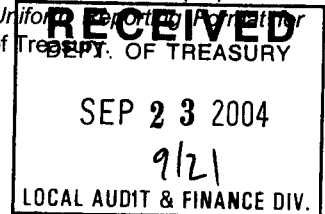
Issued under P.A. 2 of 1968, as amended.

Local Government Type <input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Government Name Laketown Township	County Allegan
Audit Date 3/31/03	Opinion Date 6/16/04	Date Accountant Report Submitted to State: 9/25/04	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Accounting System for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.



We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- ☐ Yes ☒ No 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.
- ☐ Yes ☒ No 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).
- ☐ Yes ☒ No 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).
- ☐ Yes ☒ No 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.
- ☐ Yes ☒ No 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).
- ☐ Yes ☒ No 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit.
- ☐ Yes ☒ No 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year).
- ☐ Yes ☒ No 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).
- ☐ Yes ☒ No 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

We have enclosed the following:

	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.	✓		
Reports on individual federal financial assistance programs (program audits).			✓
Single Audit Reports (ASLGU).			✓

Certified Public Accountant (Firm Name) Kiekoover, Scholma & Shumaker, PC			
Street Address 205 E. Main Avenue		City Zeeland	State MI
Accountant Signature <i>Kiekoover, Scholma & Shumaker, PC</i>		ZIP 49464	Date

Laketown Township
ANNUAL FINANCIAL REPORT
Year Ended March 31, 2004

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INDEPENDENT AUDITOR'S REPORT

June 16, 2004

Township Board
Laketown Township
Holland, Michigan

We have audited the accompanying general purpose financial statements of Laketown Township as of and for the year ended March 31, 2004, as listed in the table of contents. These general purpose financial statements are the responsibility of Laketown Township's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Laketown Township as of March 31, 2004, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Our audit was conducted for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining and individual fund financial statements listed in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of Laketown Township. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Kiekover, Scholma & Shumaker, PC
Kiekover, Scholma & Shumaker, PC
Certified Public Accountants

General Purpose Financial Statements

Laketown Township
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS
March 31, 2004

ASSETS AND OTHER DEBITS	Governmental Fund Types			
	General	Special Revenue	Debt Service	Capital Projects
Cash and investments	\$ 276,165	\$ 285,779	\$ 94,230	\$ 23,781
Receivables:				
Taxes	74,982	-	-	7,300
Assessments	-	36,594	762,532	-
Prepaid expenses	10,663	-	-	-
Fixed assets	-	-	-	-
Amount available in Debt Service Funds	-	-	-	-
Amount to be provided for long-term debt	-	-	-	-
TOTAL ASSETS AND OTHER DEBITS	<u>\$ 361,810</u>	<u>\$ 322,373</u>	<u>\$ 856,762</u>	<u>\$ 31,081</u>
LIABILITIES, EQUITY AND OTHER CREDITS				
Liabilities:				
Accounts payable	\$ 30,378	\$ 328	\$ -	\$ 5,384
Accrued expenses	14,239	-	-	-
Other liabilities	-	-	-	-
Deferred revenue	-	36,594	762,532	-
Current portion of long-term debt	-	-	-	-
Long-term debt, exclusive of current portion	-	-	-	-
Total Liabilities	<u>44,617</u>	<u>36,922</u>	<u>762,532</u>	<u>5,384</u>
Equity and Other Credits:				
Investments in general fixed assets	-	-	-	-
Fund Balances:				
Reserved for permits and inspections	58,600	-	-	-
Reserved for debt service	-	-	94,230	-
Reserved for capital projects	-	-	-	25,697
Unreserved	<u>258,593</u>	<u>285,451</u>	<u>-</u>	<u>-</u>
Total Equity and Other Credits	<u>317,193</u>	<u>285,451</u>	<u>94,230</u>	<u>25,697</u>
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS	<u>\$ 361,810</u>	<u>\$ 322,373</u>	<u>\$ 856,762</u>	<u>\$ 31,081</u>

The notes to financial statements are an integral part of this statement.

Fiduciary Fund Types	Account Groups		Totals (Memorandum Only)	
	General Fixed Assets	General Long- Term Debt	2004	2003
Agency				
\$ 208	\$ -	\$ -	\$ 680,163	\$ 797,038
-	-	-	82,282	50,427
-	-	-	799,126	885,659
-	-	-	10,663	15,995
-	5,744,733	-	5,744,733	5,521,019
-	-	94,230	94,230	208,286
-	-	1,224,787	1,224,787	1,361,105
<u>\$ 208</u>	<u>\$ 5,744,733</u>	<u>\$ 1,319,017</u>	<u>\$ 8,635,984</u>	<u>\$ 8,839,529</u>
\$ -	\$ -	\$ -	\$ 36,090	\$ 69,030
-	-	-	14,239	10,419
208	-	-	208	189
-	-	-	799,126	885,659
-	-	155,374	155,374	250,374
-	-	1,163,643	1,163,643	1,319,017
<u>208</u>	<u>-</u>	<u>1,319,017</u>	<u>2,168,680</u>	<u>2,534,688</u>
-	5,744,733	-	5,744,733	5,521,019
-	-	-	58,600	59,174
-	-	-	94,230	208,286
-	-	-	25,697	24,904
-	-	-	544,044	491,458
-	5,744,733	-	6,467,304	6,304,841
<u>\$ 208</u>	<u>\$ 5,744,733</u>	<u>\$ 1,319,017</u>	<u>\$ 8,635,984</u>	<u>\$ 8,839,529</u>

Laketown Township
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 ALL GOVERNMENTAL FUND TYPES
 Year Ended March 31, 2004

	General	Special Revenue	Debt Service	Capital Projects
Revenues:				
Taxes	\$ 736,379	\$ -	\$ 102,676	\$ -
Special assessments	8,956	14,098	44,241	-
Licenses and permits	120,398	-	-	-
State shared revenues	399,109	-	-	-
Charges for services	54,976	98,060	-	-
Contributions	-	-	-	30,648
Interest	10,839	11,795	12,384	919
Other	49,141	14	62,496	12,243
Total Revenues	<u>1,379,798</u>	<u>123,967</u>	<u>221,797</u>	<u>43,810</u>
Expenditures:				
Current:				
General government	433,745	-	-	-
Public safety	496,892	-	-	-
Public works	277,438	-	-	-
Recreation and cultural	28,016	-	-	-
Other	80,665	47,357	-	40,876
Capital outlay	5,873	-	-	110,226
Debt Service:				
Principal	48,714	-	184,421	-
Interest and fiscal charges	16,428	-	59,838	-
Total Expenditures	<u>1,387,771</u>	<u>47,357</u>	<u>244,259</u>	<u>151,102</u>
Excess (Deficiency) of Revenues Over Expenditures	(7,973)	76,610	(22,462)	(107,292)
Other Financing Sources (Uses):				
Operating transfers in	22,300	-	16,625	108,085
Operating transfers out	(16,625)	(22,300)	(108,085)	-
Excess (Deficiency) of Revenues Over Expenditures and Other Sources (Uses)	(2,298)	54,310	(113,922)	793
Fund Balances, April 1	<u>319,491</u>	<u>231,141</u>	<u>208,152</u>	<u>24,904</u>
Fund Balances, March 31	<u>\$ 317,193</u>	<u>\$ 285,451</u>	<u>\$ 94,230</u>	<u>\$ 25,697</u>

The notes to financial statements are an integral part of this statement.

Totals	
(Memorandum Only)	
2004	2003
\$ 839,055	\$ 804,150
67,295	115,140
120,398	87,258
399,109	431,755
153,036	127,385
30,648	50,253
35,937	43,479
<u>123,894</u>	<u>76,136</u>
<u>1,769,372</u>	<u>1,735,556</u>
433,745	512,598
496,892	499,352
277,438	320,171
28,016	39,493
168,898	188,950
116,099	255,984
233,135	214,421
<u>76,266</u>	<u>69,715</u>
<u>1,830,489</u>	<u>2,100,684</u>
(61,117)	(365,128)
147,010	351,381
<u>(147,010)</u>	<u>(351,381)</u>
(61,117)	(365,128)
<u>783,688</u>	<u>1,148,950</u>
<u>\$ 722,571</u>	<u>\$ 783,822</u>

Laketown Township
 COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 BUDGET AND ACTUAL - GENERAL, SPECIAL REVENUE, AND DEBT SERVICE FUNDS
 Year Ended March 31, 2004

	General Fund		
	Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Taxes	\$ 743,300	\$ 736,379	\$ (6,921)
Special assessments	10,500	8,956	(1,544)
Licenses and permits	117,300	120,398	3,098
State shared revenues	400,000	399,109	(891)
Charges for services	50,400	54,976	4,576
Interest	15,000	10,839	(4,161)
Other	59,000	49,141	(9,859)
Total Revenues	<u>1,395,500</u>	<u>1,379,798</u>	<u>(15,702)</u>
Expenditures:			
Current:			
General government	443,070	433,745	9,325
Public safety	495,640	496,892	(1,252)
Public works	292,500	277,438	15,062
Recreation and cultural	29,100	28,016	1,084
Other	80,665	80,665	-
Capital outlay	8,500	5,873	2,627
Debt Service:			
Principal	48,714	48,714	-
Interest and fiscal charges	16,506	16,428	78
Total Expenditures	<u>1,414,695</u>	<u>1,387,771</u>	<u>26,924</u>
Excess (Deficiency) of Revenues Over Expenditures	(19,195)	(7,973)	11,222
Other Financing Sources (Uses):			
Operating transfers in	22,300	22,300	-
Operating transfers out	<u>(16,625)</u>	<u>(16,625)</u>	<u>-</u>
Excess (Deficiency) of Revenues Over Expenditures and Other Sources (Uses)	(13,520)	(2,298)	11,222
Fund Balances, April 1	<u>319,491</u>	<u>319,491</u>	<u>-</u>
Fund Balances, March 31	<u>\$ 305,971</u>	<u>\$ 317,193</u>	<u>\$ 11,222</u>

The notes to financial statements are an integral part of this statement.

Special Revenue Funds			Debt Service Funds		
Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
\$ -	\$ -	\$ -	\$ 102,000	\$ 102,676	\$ 676
14,000	14,098	98	40,500	44,241	3,741
-	-	-	-	-	-
-	-	-	-	-	-
86,500	98,060	11,560	-	-	-
3,300	11,795	8,495	-	-	-
-	14	14	12,200	12,384	184
-	-	-	62,400	62,496	96
103,800	123,967	20,167	217,100	221,797	4,697
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
51,300	47,357	3,943	1,000	-	1,000
-	-	-	-	-	-
-	-	-	184,421	184,421	-
-	-	-	59,988	59,838	150
51,300	47,357	3,943	245,409	244,259	1,150
52,500	76,610	24,110	(28,309)	(22,462)	5,847
-	-	-	16,625	16,625	-
(22,300)	(22,300)	-	(110,759)	(108,085)	2,674
30,200	54,310	24,110	(122,443)	(113,922)	8,521
231,141	231,141	-	208,286	208,286	-
\$ 261,341	\$ 285,451	\$ 24,110	\$ 85,843	\$ 94,364	\$ 8,521

Laketown Township
NOTES TO FINANCIAL STATEMENTS
Year Ended March 31, 2004

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

Laketown Township was established under the laws of the State of Michigan and is governed by an elected five-member board. As required by generally accepted accounting principles, these financial statements present the government and its component units, entities for which the government is considered to be financially accountable.

Blended Component Units. The Laketown Township Building Authority has a five-member board appointed by the Township Board. The Building Authority issued limited tax general obligation bonds to finance the demolition of the former Michigan Dunes Correction Facility and site improvements to the remaining buildings and grounds. The Township has entered into a long-term lease with the authority for use of the facilities. The Township is authorized and obligated to levy each year, to the extent necessary, such ad valorem taxes as shall be necessary for the payment of such periodic amounts as shall be sufficient to enable the Authority to pay the principal of and interest on such bonds.

The Building Authority has also issued bonds to finance the construction of a new fire station for Graafschap Fire Department. The Township is obligated to repay these bonds, with approximately 79% of the debt service requirements being reimbursed to the Township from Graafschap Fire Department.

The Graafschap Fire Department is a potential component unit whose voting board is appointed equally by Laketown and Fillmore Township boards. The Fire Department's budget must be approved by both Township boards and the Fire Chief cannot be dismissed without the approval of both Township boards. The Graafschap Fire Department is excluded from the reporting entity because the Township does not have the ability to exercise influence over the daily operations, approve budgets individually or provide funding individually. The Fire Department is accounted for as a joint venture and discussed further in Note 4(F).

B. Measurement Focus, Basis of Accounting and Basis of Presentation

The accounts of the government are organized and operated on the basis of funds and account groups. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. Account groups are a reporting device to account for certain assets and liabilities of the governmental funds not recorded directly in those funds.

The Township has the following fund types and account groups.

Governmental funds are used to account for the government's general government activities. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting revenues are recognized when susceptible to accrual (i.e., when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The government considers all revenues available if they are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources.

Property taxes, franchise taxes, licenses, interest and special assessments are susceptible to accrual. Other receipts and taxes become measurable and available when cash is received by the Township and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria are met.

The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *special revenue funds* account for revenue sources that are legally restricted to expenditure for specific purposes (not including expendable trusts or major capital projects).

The *debt service fund* accounts for the servicing of general long-term debt.

The *capital projects funds* account for the acquisition of fixed assets or construction of major capital projects.

Fiduciary funds account for assets held by the government in a trustee capacity or as an agent on behalf of others. Trust funds account for assets held by the government under the terms of a formal trust agreement.

The *agency fund* is custodial in nature and does not present results of operations or have a measurement focus. Agency funds are accounted for using the modified accrual basis of accounting. This fund is used to account for assets that the government holds for others in an agency capacity.

Account Groups. The *general fixed assets account group* is used to account for fixed assets not accounted for in proprietary or trust funds. The *general long-term debt account group* is used for general long-term debt and certain other liabilities that are not specific liabilities of proprietary or trust funds.

C. Assets, Liabilities and Equity

1. Deposits and Investments.

The Township pools cash resources of its various funds in order to facilitate the management of cash and investments. Resources applicable to a particular fund are readily identifiable. The balances in the pooled cash accounts are available to meet current operating requirements and are carried at cost, which approximates market. Exceptions to the pooled cash arrangement are the Felt Mansion Fund, Debt Service Funds and the Tax Collection Fund.

The Township's investment policies are governed by state statutes, formal board policy and administrative procedures. Permissible investments include obligations of the U.S. Treasury and its agencies, Michigan financial institution certificates of deposit, commercial paper with prescribed ratings, U.S. Government repurchase agreements and mutual funds consisting of any of the above. Attorney General's Opinion No. 6168 states that public funds may not be deposited in institutions located in states other than Michigan. The Township's deposits are in accordance with statutory authority.

Investments are recorded at fair value. Earnings in the pooled cash accounts are allocated to each fund based upon respective balances of cash and investments.

2. Receivables and Payables.

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "interfund receivables/payables" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds."

All property tax receivables are shown net of an allowance for uncollectibles. The property tax receivable allowance is equal to \$0.

Property taxes attach as an enforceable lien on property as of December 31. Township taxes are levied on the following December 1 and are payable without penalty through February 14. The Township continues to collect taxes until March 15, at which time delinquent real property taxes are returned to the county for collection. The county's policy has been to pay the Township for all delinquent real property taxes returned. The Township continues to collect delinquent personal property taxes. Collections and remittances of township, county and school taxes are accounted for in the Current Tax Collection Fund. Property taxes levied on December 1 are recorded as revenues during the year following the levy.

3. *Inventories.*

Inventories for the various funds do not consist of material amounts. The cost of inventoriable supplies has been recorded as an expenditure at the time of purchase.

4. *Fixed Assets.*

Fixed assets used in governmental fund types of the Township are recorded in the general fixed assets account group at cost or estimated historical cost if purchased or constructed. Donated fixed assets are recorded at their estimated fair value at the date of donation. Assets in the general fixed assets account group are not depreciated. Interest incurred during construction is not capitalized on general fixed assets.

Public domain (infrastructure) general fixed assets (e.g., roads, bridges, sidewalks and other assets that are immovable and of value only to the government) are not capitalized.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not included in the general fixed assets account group or capitalized in the proprietary funds.

5. *Compensated Absences.*

Township employees are entitled to certain compensated absences based on their length of employment. Amounts due employees for compensated absences are not material and are recorded as expenditures when they are paid.

6. *Long-term Obligations.*

The Township reports long-term debt of governmental funds at face value in the general long-term debt account group.

For governmental funds types, bond premiums and discounts, as well as issuance costs, are recognized during the current period. Bond proceeds are reported as an other financing source net of the applicable premium or discount. Issuance costs, even if withheld from the actual net proceeds received, are reported as debt service expenditures.

7. *Fund Equity.*

Reservations of fund balance represent amounts that are not appropriable or are legally segregated for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

8. *Memorandum Only – Total Columns.*

Total columns on the general purpose financial statements are captioned as "memorandum only" because they do not represent consolidated financial information and are presented only to facilitate financial analysis. The columns do not present information that reflects financial position, results of operations or cash flows in accordance with generally accepted accounting principles. Interfund eliminations have not been made in the aggregation of this data.

9. *Comparative Data.*

Comparative total data for the prior year have been presented in selected sections of the accompanying financial statements in order to provide an understanding of the changes in the government's financial position and operations.

NOTE 2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the General Fund, Special Revenue Funds and Debt Service Funds. All annual appropriations lapse at fiscal year end.

Before March 31, the proposed budget is presented to the Township's Board for review. The Board holds public hearings and a final budget must be prepared and adopted no later than March 31.

The appropriated budget is prepared by fund, function and activity. The legal level of budgetary control is the activity level. The Township Board exercises budgetary control over expenditures. Appropriated budgets are amended by majority vote of the Township Board. The Township Board made several supplemental budgetary appropriations throughout the year.

Encumbrance accounting is employed in governmental funds. Encumbrances (e.g., purchase orders, contracts) lapse at year-end and do not constitute expenditures or liabilities because the commitments will generally be reappropriated and honored during the subsequent year.

B. Excess of Expenditures Over Appropriations

During the year ended March 31, 2004, the Township incurred expenditures in certain budgetary funds which were in excess of the amounts appropriated, as follows:

	<u>Budget</u>	<u>Actual</u>	<u>Excess</u>
General Fund:			
Township Board	\$ 56,640	\$ 57,815	\$ 1,175
Manager	73,960	74,656	696
Sheriff E-Unit	190,050	194,305	4,255
Planning commission	3,000	3,103	103

NOTE 3. DETAILED NOTES ON ALL FUNDS AND ACCOUNT GROUPS

A. Deposits and Investments

Deposits. At year-end, the carrying amount of the Township's deposits was \$680,163 and the bank balance was \$943,037. Of the bank balance, \$400,000 was covered by federal depository insurance and \$543,037 was uninsured and uncollateralized.

B. Property Taxes

The Township's 2003 ad valorem tax was levied and collectible on December 31, 2003, and recognized as revenue during the 2004 fiscal year.

The 2003 state equalized valuation of the Township totaled \$337,557,400, and the taxable value totaled \$257,060,655, on which ad valorem taxes levied consisted of .5969 mills for township operating purposes and 1.9740 mills for fire protection, roads and drains. Also levied were .4000 mills for Shore Acres. These amounts are recognized in the respective General Fund and Debt Service Fund financial statements as tax revenue.

C. Fixed Assets

Activity in the general fixed assets account group for the Township for the year ended March 31, 2004, was as follows:

	Balances 4-1-03	Additions	Deletions	Balances 3-31-04
Land	\$ 3,999,381	\$ -	\$ 3,935	\$ 3,995,446
Buildings	366,003	-	-	366,003
Office furniture and equipment	114,320	3,000	-	117,320
Vehicles	131,621	-	-	131,621
Construction in progress	132,845	166,893	-	299,738
Investment in Graafschap Fire Department	776,849	57,756	-	834,605
Total General Fund Assets	\$ 5,521,019	\$ 227,649	\$ 3,935	\$ 5,744,733

D. Long-term Debt

The following is a summary of the Township's long-term debt transactions for the year ended March 31, 2004:

	Building Authority Bonds (Fire Station)	Building Authority Bonds (Shore Acres)	Note Payable Goshorn Water	Bike Path	Police Cruisers	Jansen Land	Total
Balance:							
April 1, 2003	\$ 855,000	\$ 100,000	\$ 277,913	\$ 250,000	\$ 34,478	\$ 52,000	\$ 1,569,391
New issues	-	-	-	-	-	-	-
Payments	(35,000)	(100,000)	(49,421)	(35,714)	(17,239)	(13,000)	(250,374)
Balance:							
March 31, 2004	<u>\$ 820,000</u>	<u>\$ -</u>	<u>\$ 228,492</u>	<u>\$ 214,286</u>	<u>\$ 17,239</u>	<u>\$ 39,000</u>	<u>\$ 1,319,017</u>

Presented below is a summary of debt service requirements to maturity:

Fiscal Year Ended March 31	Building Authority Bonds (Fire Station)	Note Payable Goshorn Water	Bike Path	Police Cruisers	Jansen Land	Total
2005	\$ 82,000	\$ 60,274	\$ 46,964	\$ 18,076	\$ 15,340	\$ 222,654
2006	79,900	57,927	45,089	-	14,560	197,476
2007	77,800	55,579	43,214	-	13,780	190,373
2008	75,700	53,232	41,339	-	-	170,271
2009	73,600	32,272	39,464	-	-	145,336
2010	76,369	-	37,589	-	-	113,958
2011	74,007	-	-	-	-	74,007
2012	76,513	-	-	-	-	76,513
2013	73,888	-	-	-	-	73,888
2014	76,131	-	-	-	-	76,131
2015	73,244	-	-	-	-	73,244
2016	75,225	-	-	-	-	75,225
2017	72,075	-	-	-	-	72,075
2018	73,794	-	-	-	-	73,794
2019	70,382	-	-	-	-	70,382
2020	71,833	-	-	-	-	71,833
2021	-	-	-	-	-	-
	1,202,461	259,284	253,659	18,076	43,680	1,777,160
Less Amount Representing Interest	382,461	30,792	39,373	837	4,680	458,143
Total Principal	\$ 820,000	\$ 228,492	\$ 214,286	\$ 17,239	\$ 39,000	\$ 1,319,017
Issue Date:	6/1/1999	12/21/1998	1/15/2002	5/21/2001	5/1/2002	
Original Issue:	\$ 950,000	\$ 494,211	\$ 250,000	\$ 51,717	\$ 65,000	
Interest Rate:	5.25%	4.75%	5.25%	4.75%	6.00%	

NOTE 4. OTHER INFORMATION

A. Risk Management

The Township is exposed to various risks of loss related to torts; theft of damage to and destruction of assets; errors and omissions and natural disasters for which the Township carries full multi-peril insurance coverage underwritten by the Michigan Municipal League. Settled claims for insurance have never exceeded the amount of coverage. There was no reduction of coverages obtained through insurance during the past year.

B. Post-Employment Health Care Benefits

The Township does not provide post-employment health care benefits to retired employees.

C. Deferred Compensation Plan

The Township offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all Township employees, permits them to defer a portion of their salary until future years. Participation in the plan is optional. The deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency. Trusts have been created for the plan assets, thereby insulating the assets from the unit of government's general creditors. The Township has no fiduciary or administrative responsibility for the plan, therefore the plan assets are not reflected as an agency fund in the accompanying financial statements. The Township also contributes a percentage of each employee's salary to the plan. For the year ended March 31, 2003, the Township's contribution amounted to \$20,366.

D. Related Party Transactions

During the year ended March 31, 2000, Laketown Township built a fire station to be used by Graafschap Fire Department (a related party). To finance part of the construction, Laketown Township sold bonds with a face value of \$950,000 (Note 3(D)). An agreement between Fillmore Township and Laketown Township was made so that Graafschap Fire Department will pay \$750,000 of the \$950,000, plus interest, over the next twenty years to purchase the building from Laketown Township. The remaining amount to retire the bonds will come from general operations of Laketown Township. As of March 31, 2003, accounts receivable from Graafschap Fire Department for the retirement of principal and interest on the bonds totaled \$647,368.

E. Inspections

The Township accounts for the activity of its inspection department within its general fund. Following is a summary of building inspection activity for the year ended March 31, 2004:

Fund balance April 1, 2003	\$ 59,174
Charges for services	83,517
Building inspection expenditures	<u>(84,091)</u>
Fund balance March 31, 2004	<u>\$ 58,600</u>

F. Joint Venture

Certain entities which are not part of a Township's reporting entity but were, in part, created by the Township for special purposes, are accounted for as joint ventures. The following is a joint venture in which the Township participates:

Graafschap Fire Department is owned by Laketown Township and Fillmore Township and was established for the benefit of the residents of both Laketown and Fillmore Townships. Each Township appoints two of the four voting members of the board. Therefore, each Township exercises their 50% control over the budgeting and financing of the department. The agreement between the Townships provides that the cost of maintenance and operation of the building and grounds be allocated to the Townships based on runs in each Township and tax base. For the year ended 2004 costs were allocated 79.16% to Laketown Township and 20.84% to Fillmore Township. The Department is established based on a joint agreement. This agreement designates all employees of the Department as employees of Laketown Township. On termination of this agreement, the net assets of the Department would be allocated 79.16% to Laketown Township and 20.84% to Fillmore Township. Complete financial statements for the Department can be obtained from either Township clerk.

Condensed financial information for the joint venture in which the Township has an interest in is as follows:

As of and for the year ended March 31, 2004

Total Assets		
Operating	\$ 34,798	
General Fixed Assets	<u>1,736,389</u>	<u>\$ 1,771,187</u>
Total Liabilities		
Operating	\$ 29,802	
General Long-Term Debt	<u>687,061</u>	<u>\$ 716,863</u>
Total Equity		<u>1,054,324</u>
Total Liabilities and Equity		<u>\$ 1,771,187</u>
Total Revenues and Other Sources		\$ 331,005
Total Expenditures		<u>326,115</u>
Net Increase in Equity		<u>\$ 4,890</u>
Contributions by Laketown Township during the year ended March 31, 2004:		<u>\$ 259,290</u>

General Fund

The General Fund is used to account for all financial transactions not properly accounted for in another fund. Most of the current activities of the Township are accounted for through this fund, which covers a wider range of activity than other funds. The General Fund receives a variety of revenues, such as general property taxes, license fees, fines, penalties, permit fees, state aid, charges for current services and other revenues.

Laketown Township
GENERAL FUND
COMPARATIVE BALANCE SHEETS
March 31, 2004 and 2003

ASSETS	<u>2004</u>	<u>2003</u>
Cash and investments	\$ 276,165	\$ 329,619
Taxes receivable	74,982	46,106
Prepaid expenses	<u>10,663</u>	<u>15,995</u>
 TOTAL ASSETS	 <u>\$ 361,810</u>	 <u>\$ 391,720</u>
 LIABILITIES AND FUND BALANCES		
Liabilities:		
Accounts payable	\$ 30,378	\$ 61,810
Accrued expenses:		
Wages	<u>14,239</u>	<u>10,419</u>
 Total Liabilities	 44,617	 72,229
Fund Balances:		
Reserved for permits and inspections	58,600	59,174
Unreserved	<u>258,593</u>	<u>260,317</u>
 TOTAL LIABILITIES AND FUND BALANCES	 <u>\$ 361,810</u>	 <u>\$ 391,720</u>

Laketown Township
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
Year Ended March 31, 2004

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Taxes	\$ 743,300	\$ 736,379	\$ (6,921)
Special assessments	10,500	8,956	(1,544)
Licenses and permits	117,300	120,398	3,098
State shared revenues	400,000	399,109	(891)
Charges for services	50,400	54,976	4,576
Interest	15,000	10,839	(4,161)
Other	59,000	49,141	(9,859)
Total Revenues	<u>1,395,500</u>	<u>1,379,798</u>	<u>(15,702)</u>
Expenditures:			
Current:			
General Government			
Township board	56,640	57,815	(1,175)
Supervisor	19,635	18,262	1,373
Elections	500	35	465
Audit	11,700	11,700	-
Assessor	54,050	53,988	62
Clerk	27,815	26,634	1,181
Board of Review	600	28	572
General office	99,450	99,317	133
Treasurer	25,720	23,448	2,272
Manager	73,960	74,656	(696)
Building and grounds	14,000	9,236	4,764
Cemetery	2,000	1,959	41
Grant programs	57,000	56,667	333
Total General Government	<u>443,070</u>	<u>433,745</u>	<u>9,325</u>
Public Safety:			
Sheriff E-Unit	190,050	194,305	(4,255)
Fire Department	259,290	259,290	-
Inspection	41,000	37,913	3,087
Planning commission	3,000	3,103	(103)
Zoning Board of Appeals	2,300	2,281	19
Total Public Safety	<u>495,640</u>	<u>496,892</u>	<u>(1,252)</u>

Laketown Township
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - CONTINUED
Year Ended March 31, 2004

	Budget	Actual	Variance Favorable (Unfavorable)
Public Works:			
Drains at large	59,500	59,419	81
Roads	181,100	167,787	13,313
Street lights	10,500	9,891	609
Solid waste/recycling	41,400	40,341	1,059
Total Public Works	292,500	277,438	15,062
Recreation and cultural:			
Recreation and parks	29,100	28,016	1,084
Other	80,665	80,665	-
Capital outlay	8,500	5,873	2,627
Debt service:			
Principal retirement	48,714	48,714	-
Interest and fiscal charges	16,506	16,428	78
Total Debt Service	65,220	65,142	78
Total Expenditures	1,414,695	1,387,771	26,924
Excess of Revenues Over Expenditures	(19,195)	(7,973)	11,222
Other Financing Sources (Uses):			
Operating transfers in	22,300	22,300	-
Operating transfers out	(16,625)	(16,625)	-
Excess of Revenues Over Expenditures and Other Sources (Uses)	(13,520)	(2,298)	11,222
Fund Balance, April 1	319,491	319,491	-
Fund Balance, March 31	\$ 305,971	\$ 317,193	\$ 11,222

Special Revenue Funds

Special Revenue Funds are established to account for the proceeds of specific revenue sources other than expendable trusts or major capital projects that are legally restricted to expenditures for specified purposes.

Water Connection Fund – This fund was established to account for revenue from water connections that are specifically restricted to the maintenance, replacement and debt retirement of the Township's water system

Sewer Connection Fund – This fund was established to account for revenues from sewer connections that are specifically restricted to the maintenance, replacement and debt retirement of the Township's sewer system.

Laketown Township
SPECIAL REVENUE FUNDS
COMBINING BALANCE SHEET
March 31, 2004

	Water Connection	Sewer Connection	Totals	
			2004	2003
ASSETS				
Cash and investments	\$ 92,501	\$ 193,278	\$ 285,779	\$ 234,382
Assessments receivable	<u>34,197</u>	<u>2,397</u>	<u>36,594</u>	<u>41,497</u>
TOTAL ASSETS	<u><u>\$ 126,698</u></u>	<u><u>\$ 195,675</u></u>	<u><u>\$ 322,373</u></u>	<u><u>\$ 275,879</u></u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 328	\$ -	\$ 328	\$ 3,241
Deferred revenue	<u>34,197</u>	<u>2,397</u>	<u>36,594</u>	<u>41,497</u>
Total Liabilities	<u>34,525</u>	<u>2,397</u>	<u>36,922</u>	<u>44,738</u>
Fund Balances:				
Unreserved	<u>92,173</u>	<u>193,278</u>	<u>285,451</u>	<u>231,141</u>
TOTAL LIABILITIES AND FUND BALANCES	<u><u>\$ 126,698</u></u>	<u><u>\$ 195,675</u></u>	<u><u>\$ 322,373</u></u>	<u><u>\$ 275,879</u></u>

Laketown Township
SPECIAL REVENUE FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
Year Ended March 31, 2004

	Water Connection	Sewer Connection	Totals	
			2004	2003
Revenues:				
Special assessments	\$ 12,100	\$ 1,998	\$ 14,098	\$ 28,936
Charges for services	55,240	42,820	98,060	102,255
Interest	5,659	6,136	11,795	12,653
Other	<u>14</u>	<u>-</u>	<u>14</u>	<u>15</u>
Total Revenues	73,013	50,954	123,967	143,859
Expenditures:				
Current:				
Other	<u>38,387</u>	<u>8,970</u>	<u>47,357</u>	<u>33,892</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>34,626</u>	<u>41,984</u>	<u>76,610</u>	<u>109,967</u>
Other Financing Sources (Uses):				
Operating transfers in	-	-	-	110,725
Operating transfers out	<u>(9,200)</u>	<u>(13,100)</u>	<u>(22,300)</u>	<u>(223,484)</u>
Total Other Financing Sources (Uses)	<u>(9,200)</u>	<u>(13,100)</u>	<u>(22,300)</u>	<u>(112,759)</u>
Excess (Deficiency) of Revenues Over Expenditures and Other Sources (Uses)	25,426	28,884	54,310	(2,792)
Fund Balances, April 1	<u>66,747</u>	<u>164,394</u>	<u>231,141</u>	<u>233,933</u>
Fund Balances, March 31	<u>\$ 92,173</u>	<u>\$ 193,278</u>	<u>\$ 285,451</u>	<u>\$ 231,141</u>

Debt Service Funds

The Debt Service Fund is used to account for the accumulation of resources and payment of general obligation bond principal and interest from governmental resources and special assessment bond principal and interest from special assessment levies backed by the Township's governmental commitment.

Goshorn Water Debt Service – These funds were established to account for the current payment of principal and interest of the Note Payable Goshorn Water, which was used to finance the building a new water main in the Goshorn Lake area.

Shore Acres General Obligation Debt – A \$500,000 bond issue was sold on March 1, 1996, to finance the acquisition of the former Michigan Dunes Correction Facility and making site improvements to the buildings and grounds. Proceeds from a tax levy are used to repay the Building Authority Bonds and/or pay for improvements to the site. The debt was paid off during the year ended March 31, 2004 and the remaining funds were transferred to the Shore Acres Capital Project fund.

Graafschap Fire Station Debt Service – A \$950,000 bond issue was sold by Laketown Township Building Authority to finance the building of the Graafschap Fire Station. This fund accounts for the repayments on the bond.

Laketown Township
DEBT SERVICE FUNDS
COMBINING BALANCE SHEET
March 31, 2004

	<u>Goshorn Water Debt Service</u>	<u>Shore Acres General Obligation Debt</u>	<u>Graafschap Fire Station Debt Service</u>
ASSETS			
Cash and investments	\$ 93,880	\$ -	\$ 350
Taxes receivable	-	-	-
Assessments receivable	115,164	-	647,368
Due from other funds	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL ASSETS	<u>\$ 209,044</u>	<u>\$ -</u>	<u>\$ 647,718</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Deferred revenue	\$ 115,164	\$ -	\$ 647,368
Fund Balances:			
Reserved for debt service	<u>93,880</u>	<u>-</u>	<u>350</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 209,044</u>	<u>\$ -</u>	<u>\$ 647,718</u>

Totals	
2004	2003
\$ 94,230	\$ 203,965
-	4,321
762,532	844,162
-	-
<u>\$ 856,762</u>	<u>\$ 1,052,448</u>

\$ 762,532	\$ 844,162
<u>94,230</u>	<u>208,286</u>

<u>\$ 856,762</u>	<u>\$ 1,052,448</u>
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Laketown Township
DEBT SERVICE FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
Year Ended March 31, 2004

	Goshorn Water Debt Service	Shore Acres General Obligation Debt	Graafschap Fire Station Debt Service
Revenues:			
Taxes	\$ -	\$ 102,676	\$ -
Special assessments	44,241	-	-
Interest	12,369	-	15
Other	96	-	62,400
Total Revenues	<u>56,706</u>	<u>102,676</u>	<u>62,415</u>
Expenditures:			
Debt Service:			
Principal	49,421	100,000	35,000
Interest and fiscal charges	13,469	2,100	44,269
Total Expenditures	<u>62,890</u>	<u>102,100</u>	<u>79,269</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>(6,184)</u>	<u>576</u>	<u>(16,854)</u>
Other Financing Sources (Uses):			
Operating transfer in	-	-	16,625
Operating transfer out	-	(108,085)	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>(108,085)</u>	<u>16,625</u>
Excess (Deficiency) of Revenues Over Expenditures and Other Sources (Uses)	<u>(6,184)</u>	<u>(107,509)</u>	<u>(229)</u>
Fund Balances, April 1	<u>100,064</u>	<u>107,509</u>	<u>579</u>
Fund Balances, March 31	<u>\$ 93,880</u>	<u>\$ -</u>	<u>\$ 350</u>

Totals	
2004	2003
\$ 102,676	\$ 96,921
44,241	75,964
12,384	15,110
<u>62,496</u>	<u>47,100</u>
<u>221,797</u>	<u>235,095</u>
184,421	214,421
<u>59,838</u>	<u>69,715</u>
<u>244,259</u>	<u>284,136</u>
<u>(22,462)</u>	<u>(49,041)</u>
16,625	39,232
<u>(108,085)</u>	<u>(110,725)</u>
<u>(91,460)</u>	<u>(71,493)</u>
(113,922)	(120,534)
<u>208,152</u>	<u>328,820</u>
<u>\$ 94,230</u>	<u>\$ 208,286</u>

Capital Projects Fund

Capital Projects Funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds.

Shore Acres – This fund accounts for the demolition of the former Michigan Dunes Correction Facility and site improvements to remaining buildings and grounds. Bonds were sold in 1996 to finance this project.

Laketown Township
CAPITAL PROJECTS FUND
COMBINING BALANCE SHEET
March 31, 2004

ASSETS	Shore Acres	Totals	
		2004	2003
Cash and investments	\$ 23,781	\$ 23,781	\$ 28,883
Taxes receivable	<u>7,300</u>	<u>7,300</u>	<u>-</u>
TOTAL ASSETS	<u>\$ 31,081</u>	<u>\$ 31,081</u>	<u>\$ 28,883</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 5,384	\$ 5,384	\$ 3,979
Fund Balances:			
Reserved for capital projects	<u>25,697</u>	<u>25,697</u>	<u>24,904</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 31,081</u>	<u>\$ 31,081</u>	<u>\$ 28,883</u>

Laketown Township
CAPITAL PROJECT FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
Year Ended March 31, 2004

	Shore Acres	Totals	
		2004	2003
Revenues:			
Contributions	\$ 30,648	\$ 30,648	\$ 50,253
Rent	12,243	12,243	1,335
Interest	919	919	2,046
Total Revenues	<u>43,810</u>	<u>43,810</u>	<u>53,634</u>
Expenditures:			
Current:			
Other	40,876	40,876	110,331
Capital outlay	<u>110,226</u>	<u>110,226</u>	<u>210,866</u>
Total Expenditures	<u>151,102</u>	<u>151,102</u>	<u>321,197</u>
Excess (Deficiency) of Revenues Over Expenditures	(107,292)	(107,292)	(267,563)
Other Financing Sources (Uses):			
Operating transfers in	<u>108,085</u>	<u>108,085</u>	<u>68,424</u>
Excess (Deficiency) of Revenues Over Expenditures and Other Sources (Uses):	793	793	(199,139)
Fund Balances, April 1	<u>24,904</u>	<u>24,904</u>	<u>224,043</u>
Fund Balances, March 31	<u>\$ 25,697</u>	<u>\$ 25,697</u>	<u>\$ 24,904</u>

Fiduciary Funds

Fiduciary Funds are set up for the purpose of accounting for money and property received from nonenterprise fund sources and held by a governmental unit in the capacity of trustee, custodian or agent for individuals, governmental entities and nonpublic organizations.

Current Tax Collection Fund – The Township established this fund to account for property taxes levied and collected until they can be distributed to the individual taxing jurisdictions.

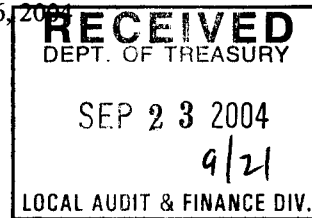
Laketown Township
STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
CURRENT TAX COLLECTION FUND
Year Ended March 31, 2004

	<u>Balance 4/1/2003</u>	<u>Collections</u>	<u>Payments</u>	<u>Balance 3/31/2004</u>
ASSETS				
Cash and investments	<u>\$ 189</u>	<u>\$ 7,598,445</u>	<u>\$ 7,598,426</u>	<u>\$ 208</u>
LIABILITIES				
Due to other governmental units	\$ 189	\$ 6,475,661	\$ 6,475,642	\$ 208
Due to other funds	<u>-</u>	<u>1,122,784</u>	<u>1,122,784</u>	<u>-</u>
TOTAL LIABILITIES	<u>\$ 189</u>	<u>\$ 7,598,445</u>	<u>\$ 7,598,426</u>	<u>\$ 208</u>

**Kiekover, Scholma & Shumaker, PC***Certified Public Accountants and Consultants*

Calvin Scholma
Richard Shumaker
Kenneth Scholma
Michael Brandsen
Emil Sabolish, Jr.
David Nienhuis
Harris Kiekover

June 16, 2004



Township Board
Laketown Township

In planning and performing our audit of the general purpose financial statements of Laketown Township, for the year ended March 31, 2004, we considered its internal control in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control. However, we noted the following matters involving the internal control and its operation that we consider to be a reportable condition under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to out attention relating to significant deficiencies in the design or operation of internal control that, in our judgement, could adversely affect Laketown Township's ability to record, process, summarize, and report financial data consistent with the assertions of management in the general purpose financial statements.

We believe the following are reportable conditions as defined above.

The Debt Service Funds are currently part of the Township pooled cash account. Debt service funds are not allowed to be part of the pooled cash account and should have their own bank accounts.

The pooled cash account should be reconciled on a monthly basis with each fund. We can assist you with this.

We also offer the following comments and recommendations:

NEW FINANCIAL REPORTING MODEL

Governmental Accounting Standards Board (GASB) Statement No. 34 requires a new financial statement-reporting model. This model will have to be implemented by the Township in its fiscal year beginning April 1, 2004. Some of the significant changes contained in this model include:

- A "Management's Discussion and Analysis" section.
- Entity-wide financial statements (balance sheet and operating statement) prepared on a full accrual basis. There will be two columns, one for governmental activities and one for enterprise activities.
- Capital assets and their related depreciation will be reported.

In light of this new model, the Township may want to consider compiling a fixed asset listing, based on estimates, for the general fixed assets of the Township. Such a listing could also be helpful for insurance purposes, both in substantiating a property claim and for ensuring the appropriate limit for property insurance.

It is a pleasure to work with your staff, and in particular, we would like to thank Al Meshkin and Kathy Stoike for their efforts in preparing for the audit. We would like to express our appreciation for the courtesy and cooperation extended by all Township staff to us during the engagement. We are available to help with any of the items mentioned above or any other matters of concern to the Township.

Very truly yours,

Kiekover, Scholma & Shumaker, PC
Kiekover, Scholma & Shumaker, PC